



Monterey County Office of Education

Leadership, Support, and Service to Prepare All Students for Success

Dr. Deneen Guss
County Superintendent of Schools

Deferred Pay Program

Name: _____ Last 4 Digits of SSN#: _____

Job Title: _____ Worksite: _____

Work Year (Check One) **10 Months** **11 Months**

I wish to register for the Deferred Pay Program, and hereby request that a portion of my Monthly pay is set-aside for the months of July and/ or August.

I understand that if I decide to stop participation in the Deferred Pay Program during the work year, I must submit a written request to Human Resources Department to do so. It is further understood that I would not be able to reinstate the Deferred Pay Program until the beginning of the next school year.

Employee Signature

Date

The Deferred Pay Program is for all Unit Members who work on a ten (10) or eleven (11) month calendars. By opting for this service, Unit Members agree to have a portion of their normal paycheck deferred until **July or August**. An example follows:

Currently, pay for a 10-month employee earning \$20,000 per work year would be divided by 10 to equal \$2,000 a month; pay for an 11-month employee earning \$20,000 per work year would be divided by 11 to equal \$1,818 a month.

Under the Deferred Pay Program, pay for a 10 or 11-month employee earning \$20,000 per work year will be paid as follows:

10-Months: $\$20,000/10 = \$2,000$ less .16666 ($\$333.32$) = $\$1,666.68$ for 10 months and the deferred amount held of $\$333.32 \times 10 = \$3,333.32$ will be divided by 2 for the months of July and August.

11-Months: $\$20,000/11 = \$1,818.19$ less .08333 ($\$1,551.51$) = $\$1,666.68$ for 11 months and the deferred amount held of $\$151.51 \times 11 = \$1,666.61$ will be paid in the month of July.

If any employee's check is docked for any reason in a given month, the employee's deferred months pay (summer pay) will also be affected.

The reduction in state and federal taxes will be effective with the deferred pay. Additionally, voluntary deductions will be taken from the deferred pay as well. There will no change in sick leave distribution.

The following guideline will govern participation in this program:

Unit members must sign up for this program at the beginning of their work year, or when the County Office hires them.

Unit members who wish to end participation in the Deferred Pay Program during their work year **MUST** submit a written request to Human Resources. If a Unit member requests termination of participation for any reason, he/she may not reinstate service until the beginning of the next school year.

Unit members who wish to register for the Deferred Pay Program are asked to complete the attached form and return it to Human Resources no later than August 15th in order for the plan to be effective with the August paycheck.